



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

February 7, 2011

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk;
Councilors Jeff Eddins, Terry Gleason, Tim Poirier and
James Roberson.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager;
Suzanne Yeatts, Town Clerk/HR Director; Chris Hills,
Planning Director; James Overton, Finance Director; Tracy
Pedigo, Public Works Director; Jason Godwin, Assistant
Police Chief; Tina Cheek, Parks and Recreation Director;
Jeff Triezenberg, Senior Planner.

Meeting called to order by Mayor Killen at 7:00 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Councilor Roberson.

ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Eddins to adopt the agenda. Motion seconded
by Councilor Roberson and carried unanimously.**

ITEM II. APPROVAL OF MINUTES

January 19, 2011 (Committee)

January 19, 2011

...Motion by Councilor Poirier to approve the minutes of January 19, 2011 (Committee) and January 19, 2011. Motion seconded by Councilor Eddins and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

None at this time.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.

A. Open to the Public

Mark McCain, 908 Beddingfield Drive, made Council aware of a formal complaint he filed with the Police Division about an incident which occurred on January 22, 2011 involving Officer Bailey.

Mayor Killen responded that Council would respond once the internal investigation report was completed.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. South Wake Landfill Partnership Agreement Amendment
Approve Amendment to the South Wake Landfill Partnership Agreement.

B. Teen Dating Violence Awareness and Prevention Proclamation
Proclaim the week of February 6-12, 2011 as "Teen Dating Violence Awareness & Prevention Week" in the Town of Knightdale.

C. 2011 Audit Contract
Award Audit Contract for the fiscal year ending June 30, 2011 to Joyce and Company, CPA in an amount not to exceed \$28,300.

...Motion by Councilor Eddins to adopt the consent agenda. Motion seconded by Councilor Gleason and carried unanimously.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

When speaking during a public hearing, please state your name and address clearly before speaking. Please designate a spokesperson for large groups. If you anticipate speaking tonight, please print your name and address on the form located on the entry table. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney. Everyone must speak from the podium to assure an accurate record of testimony.

None at this time.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

A. ETJ Expansion Update

Planning Director Chris Hills provided an overview of the remaining steps to be taken in the Knightdale ETJ expansion acceptance process and noted it will take approximately three months to complete. Mr. Hills asked for Council's guidance on when to begin the acceptance process.

Mayor Killen responded that June 30, 2011 would be a target date to have the acceptance process completed.

Representative Darren Jackson addressed Council stating he did not anticipate any problems and a local bill with the Farm Building Permit Exception rule should be submitted by the first of March.

B. Departmental Plan Updates

The following updates were presented to Council:

Engineering

Planning Director Chris Hills presented the Engineering update in the Town Engineer's absence.

Planning

Planning Director Chris Hills presented the Planning Department's update.

Mayor Killen suggested looking over goals and objectives to see if there are items that could be eliminated or if there are other things that need to be measured that were not covered in the initial plan.

Town Manager Seth Lawless commented that this is a mid-year report since the plans run on a fiscal year cycle.

Finance

Finance Director James Overton presented the Finance Department's update.

Councilor Roberson asked about phone calls being returned.

Legislative

Human Resources Director and Town Clerk Suzanne Yeatts presented the Legislative Department update.

Mayor Killen commented on the high participation rate for the wellness program.

Parks and Recreation

Parks and Recreation Director Tina Cheek presented the Parks and Recreation Departmental plan update.

Public Safety

Assistant Police Chief Jason Godwin presented the Public Safety plan update and answered questions.

Public Works

Public Works Director Tracy Pedigo presented the Public Works Departmental plan update and answered questions.

Town Manager Seth Lawless explained that staff is considering incorporating a departmental plan evaluation into our merit pay system and asked Council to consider funding.

ITEM X. NEW BUSINESS

None at this time.

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported there will be a meeting Monday at 6:00 p.m.

B. Finance

No report

C. Public Safety

Councilor Eddins reported that tonight's meeting was cancelled and the next meeting will be held Wednesday, February 16, 2011.

D. Nominating

...Motion by Councilor Roberson from the Nominating Committee to make the following board appointments:

Land Use Review Board

Re-appoint Mark Swan for a three year term;

Appoint Charles Piratzky for a three year term;

Appoint Michael Snow for a one year term;

Appoint Clarence Davis for a three year term as an ETJ member;

Old Town Oversight Committee

Re-appoint Rita Blackmon, Richard Godwin, and Betty Schmiedel.

Motion carried unanimously.

Councilor Roberson noted that the Town is seeking applications for two vacant seats on the Parks and Recreation Advisory Board.

E. Liaison Reports

Mayor Pro Tem Chalk commented that Brett Zick and Doug Taylor should be recognized for their years of service on the Land Use Review Board.

Mayor Killen reminded Council of the Annual Retreat to be held on Saturday at 8:30 a.m. and noted Land Use Review Board members would join the meeting at lunch.

Mayor Killen reminded Council to return General Disclosure forms to the Town Clerk.

Mayor Killen asked Council to let the Town Clerk know if they plan to attend the Knightdale Chamber of Commerce Banquet.

A recess was called for at 8:14 p.m. and the meeting resumed at 8:18 p.m.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

...Motion by Councilor Roberson to enter closed session at 8:18 p.m. to discuss a personnel matter. Motion seconded by Councilor Poirier and carried unanimously.

ITEM XIV. ADJOURNMENT

...Motion by Eddins to adjourn at 8:26 p.m. Motion seconded by Councilor Poirier and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts